

## **APPENDIX A - BUILDING LINE RESTRICTIONS**

Since 1925 various building lines restricting the placement of buildings in relation to streets have been adopted by the Commission. Since these restrictions are adopted by statutory authority given to a planning commission, they are not part of the Zoning Regulations and are, therefore, not subject to variance by the ZBA. In all instances where these Regulations impose different restrictions, the more restrictive requirements apply.

### **Old Center Street**

October 1, 1975. That rear building lines be established, located in the vicinity of Old Center Street and extending from Center Street (as relocated) to Old Kings Highway South, affecting properties fronting also on Boston Post Road and Tokeneke Road, all in CB Zone. The adopted rear building lines to be located generally 80 feet from Tokeneke Road and 140 feet from Boston Post Road, as shown on a map on file with the Darien Town Clerk.

### **Tokeneke Road and Old Kings Highway South**

October 5, 1975. That a uniform building setback requirement of 30 feet inward from the presently existing street right-of-way line be established, extending along the southeasterly side of present Old Kings Highway South from Connecticut Turnpike to Tokeneke Road, and along the southerly side of present Tokeneke Road from Old Kings Highway South to Connecticut Turnpike, as shown on a map on file with the Darien Town Clerk.

### **Post Road and Old Kings Highway South (Center Street to Corbin Drive)**

June 1, 1961. Rear building lines became effective on properties located on Boston Post Road and on Old Kings Highway South, between Center Street and Corbin Drive, as described on map adopted by Commission entitled "Building Line Map No. 1, Town of Darien".

### **Old Kings Highway South (Between Corbin Drive and Center Street)**

November 1, 1979. That a front building line be established 100 feet forward and/or parallel to the adopted rear building line established June 1, 1961, for certain properties fronting on the westerly side of Old Kings Highway South and located generally between Corbin Drive and Center Street, as shown on a map on file with the Darien Town Clerk.

### **Grove Street**

March 11, 2003. That a rear building line be established 100 feet parallel to the northwest side of Grove Street, affecting properties depicted on a certain map entitled, "Grove Street Rear Building Line Town of Darien", adopted by the Planning and Zoning Commission, and filed in the Darien Land Records. This amendment of Appendix A of the Regulations shall become effective at 12:01 AM on April 13, 2003.

**APPENDIX B - SCHEDULE OF FEES**

**SCHEDULE OF FEES**  
**PLANNING & ZONING COMMISSION**

**APPLICATION FEES**

	<b><u>FEE**</u></b>	<b><u>WITH REQUIRED STATE FEE INCLUDED</u></b>
<b>AMENDMENT TO PLAN OF DEVELOPMENT</b>	<b>\$300</b>	<b>\$330</b>
<b>AMENDMENT TO ZONING REGULATIONS</b>	<b>\$350</b>	<b>\$380</b>
<b>AMENDMENT TO ZONING MAP</b>	<b>\$350</b>	<b>\$380</b>
<b>SPECIAL PERMIT:</b>		
<b>New Construction involving principal use or structure</b>	<b>\$270</b>	<b>\$300</b>
<b>Other special permits or amendments</b>	<b>\$80</b>	<b>\$110</b>
<b>BUSINESS SITE PLANS</b>	<b>\$200</b>	<b>\$230</b>
<b>FINAL SUBDIVISION AND/OR RESUBDIVISION</b>	<b>\$300 PER NEW LOT</b>	<b>\$300 PER NEW LOT PLUS \$30</b>
<b>COASTAL SITE PLAN REVIEW</b>	<b>\$100</b>	<b>\$130</b>
<b>FLOOD DAMAGE PREVENTION</b>	<b>\$100</b>	<b>\$130</b>
<b>LAND FILLING &amp; REGRADING</b>	<b>\$100</b>	<b>\$130</b>
<b>ADMINISTRATIVE PERMITS</b>	<b>\$100</b>	<b>\$130</b>

NOTE: Where a proposal involves multiple applications (three or more), an applicant shall pay only the two highest fees of the three or more.

NOTE: The Town of Darien and its agencies shall not be liable for payment of any of the above fees.

*\*\*All fees specifically exclude any fee required by the State of Connecticut per Section 22a-27j of the Connecticut General Statutes, which must be collected by the Town. As of July 1, 2004, the State fee was \$30.00 per application.*

**SCHEDULE OF FEES**  
**ARCHITECTURAL REVIEW BOARD**

**APPLICATION FEES**

**WITH REQUIRED  
STATE FEE  
INCLUDED**

	<b>FEE**</b>	
<b>SIGN, AWNING OR FAÇADE CHANGE PERMITS (FEE IS PER SIGN, AWNING OR FAÇADE CHANGE)</b>	<b>\$20</b>	<b>\$50</b>

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**SCHEDULE OF FEES**  
**ZONING BOARD OF APPEALS**

**APPLICATION FEES**

**WITH REQUIRED  
STATE FEE  
INCLUDED**

	<b>FEE**</b>	
<b>VARIANCE, INTERPRETATION AND/OR APPEALS</b>	<b>\$220</b>	<b>\$250</b>
<b>REVIEW AND SIGNING OF STATE MOTOR VEHICLE DEPARTMENT FORMS</b>	<b>\$10</b>	<b>\$40</b>

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**SCHEDULE OF FEES**  
**ENVIRONMENTAL PROTECTION COMMISSION**

**APPLICATION FEES**

	<b>FEE**</b>	<b>WITH REQUIRED STATE FEE INCLUDED</b>
<b>WETLANDS MAP AMENDMENT (no extra public hearing charge)</b>	<b>\$100</b>	<b>\$130</b>
<b>APPLICATIONS LIMITED TO BASIC MAINTENANCE, INCLUDING: MINIMAL TREE CUTTING ONLY, POND DREDGING, PATH CLEARING, OR INSTALLATION OF A FENCE OR STONE WALL</b>	<b>\$45</b>	<b>\$75</b>
<b>ALL OTHER ACTIVITY FOR WORK WITHIN WETLANDS AND/OR THE REGULATED AREA</b>	<b>\$500</b>	<b>\$530</b>
<b>PUBLIC HEARING FEE</b>	<b>\$250</b>	<b>N/A</b>
<b>STAFF INSPECTION FEE (if project is approved)*</b>	<b>\$100</b>	<b>N/A</b>

NOTE: The Town of Darien and its agencies shall not be liable for payment of any of the above fees.

\*The Staff Inspection Fee is per visit and is paid in advance, and returned to the applicant if the project is denied or withdrawn in its entirety. A separate check is recommended.

\*\*All fees specifically exclude any fee required by the State of Connecticut per Section 22a-27j of the Connecticut General Statutes, which must be collected by the Town. As of July 1, 2004, the State fee was \$30.00 per application.

## **SUPPLEMENT TO SCHEDULE OF FEES**

### ***TECHNICAL REVIEW FEES FOR PLANNING AND ZONING COMMISSION, ZONING BOARD OF APPEALS AND ENVIRONMENTAL PROTECTION COMMISSION***

Within ten days of official receipt of an application, the Director of Planning & Zoning, or his/her designee, shall make a determination whether an outside expert is needed to analyze, review and report on areas requiring technical review in order to assist the Planning & Zoning Commission, Zoning Board of Appeals and/or the Environmental Protection Commission. Such experts may include, but shall not be limited to, engineers, surveyors, architects, soil scientists, wetland biologists, wildlife biologists, and hydrogeologists.

If such a determination is made, the Director may assess the reasonable cost for such expert to the applicant based upon a preliminary estimate from the expert. The Director may collect 125% of the estimate from the applicant, which amount shall be held in escrow until the technical review is completed, and which will be the outside limit of the applicant's responsibility. Any excess amount collected over the actual cost shall be refunded to the applicant. This payment shall be considered an integral component of the application. The failure by the applicant to make this payment within five (5) days of notice of the fee assessment shall render the application incomplete.

In the event the Director does not make a determination that an outside expert is needed, the Planning & Zoning Commission, Environmental Protection Commission and/or the Zoning Board of Appeals may make such a determination up to two (2) weeks after the commencement of its public hearing on the application. However, prior to making such a determination, the respective commission or board shall determine: 1) that evidence in the record of the proceedings has been produced or is likely to be produced which requires the hiring of such an expert; 2) that the department staff will be unable to perform the technical review; and 3) that adequate time exists for the applicant to review and respond to such expert's report. The respective commission or board shall then make such a reasonable assessment and collect 125% of the estimate from the applicant, which amount shall be held in escrow until the technical review is completed and which will be the outside limit of the applicant's responsibility. Any excess amount collected over the actual cost shall be refunded to the applicant. This payment shall be considered an integral component of the application. The failure by the applicant to make this payment within five (5) days of notice of the fee assessment shall render the application incomplete.

If adequate time is not available for the Director, commission or board's review and determination on the necessity for outside expert review and/or if adequate time is not available for the outside expert to perform the analysis and report his or her findings, then the Director will advise the applicant and seek the applicant's consent for an extension of the relevant time period in accordance with Connecticut General Statutes § 8-7d.

## **APPENDIX C - SCHEDULE OF AMENDMENTS**

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**APPENDIX D -**  
**PLANNING AND ZONING COMMISSION**  
**POLICIES AND PROCEDURES REGARDING**  
**FILING OF NOTICE OF VIOLATION**  
**IN THE DARIEN LAND RECORDS**

Recent court decisions have upheld the authority of towns to file a Notice of Zoning Violation in the Land Records to protect the interests of those persons who may be financing, purchasing, or leasing the property. The Planning and Zoning Commission wishes to amend the Zoning Regulations to specifically permit such enforcement practices and to establish a policy to have such notices filed in the Land Records whenever appropriate and to establish a procedure which is fair to the property owner.

The practice of filing notices in the Land Records is discretionary and would not be appropriate in every situation in which there is a zoning violation. It remains incumbent on anyone interested in the property to check with the Zoning Enforcement Officer and other Town Officials to determine if there is a violation on the property. It should not be assumed that if there is not a Notice of Violation in the Land Records that there is no violation. The filing of the notice in the Land Records would not preclude the sale, lease, or financing of the property, but at least it would advise other persons of the problems and violations.

The following policies allow for a notice of violation to be filed in the Land Records and it is required that a notice of the release be filed in the Land Records when the situation is corrected. The procedure is as follows:

1. The Zoning Enforcement Officer has issued a Cease and Desist Order and the owner of the property and/or tenant and/or violator have failed to comply with said order.
2. The owner/tenant/violator have failed to appeal the Cease and Desist Order to the Zoning Board of Appeals, or the Zoning Board of Appeals has upheld the order, or portion of the order.
3. The Zoning Enforcement Officer or Director of Planning and Zoning shall place the intent to file a notice of violation in the Land Records on the Agenda of the Zoning Board of Appeals for discussion. Notice of time, date, and place of the Zoning Board of Appeals meeting shall be mailed to the owner/tenant/violator by certified mail, return receipt requested, at least seven (7) days prior to the meeting. The owner/tenant/violator of the property shall be given an opportunity to appear before the Zoning Board of Appeals and show cause why a Notice of Zoning Violation should not be filed in the Land Records.
4. The Zoning Board of Appeals may authorize, in writing, the filing of the Notice of Zoning Violation in the Darien Land Records.

5. If the Director of Planning and Zoning and/or the Zoning Enforcement Officer are aware of a situation where time is of the essence such as a pending sale, lease, financing, or refinancing of the property, they are authorized to file a Notice of Zoning Violation in the Land Records prior to a discussion with the Zoning Board of Appeals so long as a proceeding is conducted by the Zoning Board of Appeals within thirty days of the filing of the notice.
6. When the violations have been corrected and all fines and/or penalties have been paid in full, the Zoning Enforcement Officer shall file a Notice of Release of Zoning Violation in the Darien Land Records. If the owner/tenant/violator requests that the notice of release be filed, but the Zoning Enforcement Officer decides that the property is still in violation of the Zoning Regulations or the Cease and Desist Order, then the owner/tenant/violator may appeal that decision to the Zoning Board of Appeals as per Section 1122 of the Darien Zoning Regulations.

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